

17.14.060: DEVELOPMENT PLAN APPLICATION REQUIREMENTS AND APPROVAL PROCESS:

(For a graphical description of the process outlined here, see appendix A, section [17.14.120](#) of this chapter.)

- A. Submit Development Plan Application: The following information is required for development plan submissions under the RR zone within the county. The applicant may be required to provide other information required by the zoning administrator or planning commission as necessary to evaluate the proposed development plan. The development plan application may be submitted for individual phases, individual parcels or for the entire master plan.
1. A development plan application, provided by the zoning administrator, completed and signed by the owner(s), or authorized agent of the owner(s), of the land parcel(s) represented in the development plan.
 2. A development plan, at a convenient scale of not more than one inch equals one hundred feet (1" = 100'), or at a scale as approved by the zoning administrator. A minimum of eleven (11) paper copies shall be presented to the zoning administrator, as part of the development plan application. The zoning administrator may request additional copies if required.
 3. The development plan shall show the following:
 - a. All mapped information shall be prepared in a neat and legible manner in ink. All map data shall be prepared at an engineer's scale not more than one inch equals one hundred feet (1" = 100'). The exterior tract dimensions and boundaries must be based on actual ground survey made by a registered engineer or registered land surveyor. The sheets prepared shall be numbered in sequence if more than one sheet is used and shall be of such size as is acceptable for filing in the office of the county recorder.
 - b. Contour lines based on USGS datum with intervals of not more than five feet (5') for parcels with a general slope of greater than thirty percent (30%), or intervals of not more than two feet (2') for parcels with a general slope of less than or equal to thirty percent (30%), which contour lines shall extend a minimum of one hundred feet (100') beyond the proposed development boundary.
 - c. If a drainage channel borders the proposed development, the additional distance necessary to show the far side of the drainage facility can be shown on an accompanying engineering drawing.
 - d. A vicinity map showing the proposed development and its location within the project.
 - e. Existing property description:
 - (1) Location of property by government lot, section, township and range and/or by metes and bounds description, with map indicating graphic scale, north arrow, acres and date.
 - (2) The location and dimensions of exterior boundary lines of the property to be expressed to the nearest hundredth of a foot and all other boundary lines to be expressed in feet.
 - (3) The location of property with respect to surrounding property and streets, the names of adjoining subdivisions or parcels, the land uses of the adjoining areas, and the names of

adjoining streets.

(4) The location, width and names of existing rights of way.

(5) The location, width or dimensions, and purpose of existing easements.

(6) The location of existing water bodies, streams and other pertinent features such as swamps, drainage ditches, parks, cemeteries, buildings, railroad rights of way and bridges.

(7) The location and width of all proposed streets, street centerlines and easements, alleys, trails and other public ways, easement and proposed street rights of way, and building setback lines.

(8) The location, dimensions and areas of all proposed or existing lots.

(9) The location and dimensions of all property proposed to be set aside for park or playground use, or other public or private reservation, with designation of the purpose thereof, and conditions, if any, for the dedication or reservation.

(10) All utility facilities existing and proposed throughout the development shall be shown on the development plan or on accompanying engineering plans.

(11) Location of known geologic hazards, watercourses, rock outcroppings and existing wooded areas or trees eight inches (8") or more in diameter, measured four feet (4') above ground level.

(12) Location and direction of flow of all watercourses on the property under consideration and abutting properties.

(13) Location, sizes, elevations and slopes of existing sewers, water mains, culverts and other underground structures within the property under consideration and immediately adjacent thereto; existing permanent building and utility poles on or immediately adjacent to the site; and utility rights of way.

f. Property survey control:

(1) Two (2) primary control points, approved by the county surveyor and "ties" to such control points. Primary control points must be public land survey corners or officially recognized corners with corner perpetuation and filing number shown.

(2) Location, description and size of monuments that are set or found (all monuments found, existing or accepted and used in the survey shall be marked with the license number of the surveyor).

(3) Location of street survey monuments.

(4) Ties to all controlling corners.

(5) Sufficient data acceptable to the county surveyor's office to determine readily the location, bearing and length of all lines and to reproduce such lines upon the ground.

g. If the applicant plans a phased development of the area contained in the development plan, the respective areas of development shall be shown on the development plan as to the area and priority of development.

h. Grading plan, noting the maximum street gradient, street sections, and all cuts and fills, which may be on an accompanying engineering drawing.

i. Indication of land uses within the property.

j. Proposed street names, and, if pertinent, the lot layout and numbering of all lots and blocks. All lots in each block shall be consecutively numbered. Outlots shall be lettered in alphabetical order. Include dimensions of each lot.

k. A plan designating limits of disturbance or building pads and utility corridors and connections for each parcel and for improvements, such as utilities and roads.

l. The name of the proposed development shall be shown.

m. All maps shall indicate the name of the person or firm responsible for the drawing and the date drawn in order to facilitate further reference to the information.

4. Ownership:

a. The name and address of the owner or owners, the name and address of the developer if other than the owner, the name of the land surveyors, the name of the author of the property report, and the citation of last instrument conveying title to each parcel of property involved in the proposed development.

b. Citation of any existing legal rights of way or easements affecting the property.

c. Existing covenants on the property, if any.

5. A copy of the project's architectural and design guidelines.

6. A copy of the project's draft CC&Rs.

7. A copy of the declaration and bylaws of the development pursuant to the Utah condominium ownership act.

8. Any special agreements, conveyances, easements, restrictions or conditions, which will govern the use, maintenance and continued protection of the development and any of its common areas, open space and facilities.

9. Names of adjoining property owners from the latest assessment rolls within three hundred feet (300') of any perimeter boundary of the property under consideration.

10. If the development plan application includes a subdivision of property, application for subdivision shall be made under the applicable requirements and process of the county subdivision ordinance 2000-16/17, either prior to or concurrent with the development plan application.

B. Approval Of Development Plan: After the applicant has submitted the development plan information as described above, the planning commission will approve, approve with conditions or deny the development plan application.

1. After receiving the applicant's submittal, the zoning administrator will review the development plan application and determine if the required information provided is complete. The zoning administrator will make a recommendation on the proposed plan to the planning commission

and schedule the development plan for review on the planning commission's next available agenda.

If the zoning administrator feels the applicant's submittal is incomplete, the applicant has forty five (45) days to submit the additional information requested to the zoning administrator to continue the development plan approval process.

2. The planning commission will review the development plan and will approve, approve with conditions or deny the development plan.

a. Approval by the planning commission allows the applicant to proceed by developing the project, with vertical development requiring a zoning clearance prior to issuing a building permit.

b. Approval with conditions by the planning commission allows the applicant to meet the conditions of the commission and proceed by developing the project, with vertical development requiring a zoning clearance prior to issuing a building permit.

c. Denial of the development plan application by the planning commission means the applicant cannot proceed by developing the project and must either: 1) resubmit a revised development plan application and begin the process with the planning commission again; 2) appeal the decision to the board of adjustment; or 3) elect to not pursue a development plan application any further.

3. The applicant must begin development within two (2) years from the time of receiving an approved development plan, unless otherwise designated by the county council in the development agreement.

C. Changes To Approved Plans: Minor changes in the location, site plan or character of buildings and structures may be authorized by the zoning administrator if required by engineering or other circumstances not foreseen at the time the development plan was approved. No change authorized by the zoning administrator under this section may increase the size of any building or structure more than ten percent (10%), nor change the location of any building or structure more than ten feet (10') in any direction. The planning commission must approve all other changes to the development plan application using the approval of development plan application procedure. (Ord. 2004-10, 8-10-2004)